



Commercial Real Estate - Manager Brokerage Division

Turner Drake & Partners Ltd.

Halifax, Nova Scotia

About Us

For over four decades we have provided real estate services to the business community in Canada. We started with a simple vision: (1) be the benchmark by which others are measured, (2) offer clients a unique product whose whole is greater than the sum of its parts. To do so, we assembled a multi-disciplinary team with diverse but complimentary skills, created a common training program, nurtured a collegiate culture of working together, developed an industry leading IT system, and implemented an ISO 9001:2015 registered quality control system company-wide. We invest in people; they truly are our greatest asset. From our headquarters in Halifax we now undertake consulting assignments from British Columbia to Newfoundland and all provinces in-between. But in truth, we are still a work in progress... there are still mountains to climb and plains to conquer.

Our professional staff are firmly focused on assisting clients meet their strategic goals, not just their immediate needs. As a team they provide a smorgasbord of complementary skills, whose whole is greater than the sum of its parts. They are able to provide clients with unique, seamless, solutions to their real estate problems: Valuation & Appraisal, Property Tax Appeals, Urban Planning, Economic Intelligence (Geographic Information Systems), Counselling (Infrastructure Acquisition, First Nations' Land Claims, Major Projects), Lasercad® Space Measurement and Brokerage (Sales & Leasing). Although clients are generous with their praise (check us out at <https://www.turnerdrake.com/newsresearch/Rating.asp>) we can do better... and that's why we need *you* to help us build-out our Brokerage Division. We have the tools and skills, policies and procedures, but we need a high caliber colleague to head up our Brokerage team.

The Opportunity

Our Brokerage Division is very small at present. It represents property owners wishing to sell or lease commercial, industrial and investment property... and prospective purchasers and tenants who want to buy or lease. Our service area is a 100 km. radius circle centered on Halifax Regional Municipality. We have an extensive base of loyal clients who utilise our other Divisions on a regular basis and want to unlock that potential to drive our Brokerage Division to greater heights. We have the tools already in place: tried and tested documented policies and procedures, model Listing and Representation Agreements, Offers to Lease, Options, Sales & Leasing Flyers and Prospectuses, etc. the type of documentation you would expect from a much larger company but which have been fine-tuned over many years to reflect the local environment. We have an excellent Support Staff trained in creating marketing materials and maintaining our databases, web sites, social media platforms, as well as secretarial duties. We have a Brokerage only web site www.turnerdrake.ca, as well as a Corporate Web site www.turnerdrake.com/products/brokerage.asp (currently being rebuilt and updated). We were one of the first real estate companies in Canada to utilize information technology: CompuVal® our IT platform was developed by us to meet the challenges posed by this region. Its family of intelligent databases talk to each other and give our staff a unique perspective on the real estate markets in Atlantic Canada. An investment of several million dollars, its capabilities and data are updated continuously.

If you are already employed in the commercial real estate field and have sales and leasing experience... or are successfully engaged selling residential real estate... and are seeking a corporate culture that is professional, invests in your career, rewards success, but believes in a good work-life balance without evenings and week-end showings, this could be the opportunity you seek.

Skills and Qualifications

A Sales or Brokerage license to trade in Nova Scotia and a minimum of 10 years' experience selling and leasing commercial real estate is preferred but we will also consider candidates with residential sales experience... our focus is on finding the *right* candidate. We hire for life so we want to find a colleague who fits our corporate culture. Somebody who we can trust and who can trust us. A person who prefers to work in a team environment with colleagues who share his/her enthusiasm and enters the office each day with a spring in their step. Yes, you have to cold call and drum up business, as well as manage the Division, so sales and negotiation experience is essential. It is a decided advantage if you have been active in the business community long enough to have established contacts, although our success is built on long term relationships with clients rather than a transactional approach. So, you must have a genuine interest in people, be a good listener and communicator, an excellent networker, and be comfortable conversing with your peers and those senior or junior in age to yourself. You will be at ease conversing with CEO's, mechanics, construction workers, budding entrepreneurs. You will enjoy building relationships through problem solving. You may be at the beginning of your career, or towards the end of it, but you need to have an enquiring mind and a sense of humour. You will enjoy variety and merit the respect of your peers. The rest of the team will rely on you, so you need to be a leader, have an eye for detail, be thorough, trustworthy, energetic, reliable and benefit from the opinion of your colleagues (and they of you).

We prefer that you have a Commerce degree (if you wish, you can leverage it with a company funded University of British Columbia's real estate degree), at least 10 years' experience in real estate and a Sales or Brokerage license to practice in Nova Scotia. Whatever your age you have to be a leader and a fast learner. We already have well documented policies and procedures in place to assist you on the journey but it will be an advantage to be familiar with the remaining divisions: Lasercad® Space Measurement, Valuation, Property Tax, Planning, Economic Intelligence, Counselling. We do not work in silos so the other Divisions can provide you with support and give you a competitive edge... and of course they would look forward to that from you too. Then there is CompuVal®, our industry leading information technology system, a family of intelligent databases that talk to each other, developed in-house to give you comprehensive insight into the real estate markets in the region. Don't worry, we will train you on the use of this IT system, we've developed a Training Module to allow new staff to pick it up quickly.

The Sexy Stuff

We asked the members of our professional staff who had *recently* joined us after university what they enjoyed most about their careers with us. This is what they said:

"What I like most about the job is that I've only been working full-time for just over a month and I have already been given the chance to do work on my own, which gave me a sense of pride and felt rewarding. It's something that I never thought that I would be doing (a career in real estate) but have found it very interesting and I am always learning new things".

"Dealing directly with business owners ... ability to be autonomous in my work ... having the breadth of knowledge in the different Divisions means that I've got access to colleagues who provide advice on so many facets of real estate: it would probably take three to four companies to amass the same type of exposure to these types of people if I hadn't come to Turner Drake. At my former employer (a bank) we also spanned several Divisions but generally the physical separation of employees prevented a lot of exposure to different business lines".

"The workload is always changing and evolving. The knowledge base which we are surrounded by is incredible and always available to us. We can walk across the hall and get advice from some of the industry's leading consultants while also having in-house training modules and post-secondary studies provided by the company ... The training schedule provides structure and motivation looking forward to the future".

"One of the benefits that I saw in working here when I was first starting out was the opportunity to be mentored by some of the most highly-educated and well-respected individuals in the industry (all of whom ultimately proved most generous in sharing their time and expertise). I also saw real estate consultancy to be a unique application of the skills I'd acquired at Dal – it combined them in a way that other disciplines I'd considered did not."

"I think a main benefit of working here is that you are able to learn a new field through on the job experience and the knowledge of senior staff and through education, the UBC courses. It is an opportunity to continue your education with a company that is willing to invest in you while gaining experience in a competitive field."

"The ability to work independently and take a project from start to finish. I really enjoy the fact that I may be analyzing the cash flows from an office building one day and inspecting a shipyard the next."

Compensation

This is a salaried position (plus success related bonus), with a benefits and pension package (after a vesting period), and that is our preference because we believe it promotes a team culture, a concern for quality and a client focus. However, we recognise that this is not the industry norm and are open to discussing commission based (or a hybrid) remuneration if this is preferred.

Enjoy a central urban office location and an office culture that promotes civilised work-life balance.

Commencement Date

Our focus is on finding the right candidate. Whilst we have a current need, we will take the time and provide the flexibility if the talent is worth it.

Application

Submit your CV (with your University Transcript if applicable) together with a letter (\geq 500 words) explaining why you believe you are suited for this position to:

M.B. Turner, B. Comm., DULE, BBRE, MRICS, MAI, AACI
President
Turner Drake & Partners Ltd.
Real Estate Counsellors
6182 North Street
Halifax NS B3K 1P5
Email: markturner@turnerdrake.com

Please feel free to call Mark Turner (902) 429-1811 Ext. 325 or toll free (800) 567-3033 Ext. 325 if you need further information.

Confidentiality

All enquiries and applications will be treated in the *strictest confidence*.

Closing Date:

Applicants will be evaluated and interviewed as they apply. An "official" version of your University Transcript is not required at this stage: a copy will suffice. The posting will be closed when the position is filled.